

ORDER FOR SUPPLIES OR SERVICES												PAGE 1 OF 24	
1. CONTRACT/PURCH. ORDER/ AGREEMENT NO. N6523617D8005				2. DELIVERY ORDER/ CALL NO. N6523619F0381		3. DATE OF ORDER/ CALL (YYYYMMDD) 2019 Mar 29		4. REQ./ PURCH. REQUEST NO. 1300708990-0001			5. PRIORITY		
6. ISSUED BY US NAVY NIWC ATLANTIC CHARLESTON PO BOX 190022 2.0 CONTRACTS 843-218-5857 SHAUNA.LLOYD@NAVY.MIL NORTH CHARLESTON SC 29419-9022				CODE N65236		7. ADMINISTERED BY (if other than 6) DCMA MANASSAS 14501 GEORGE CARTER WAY CHANTILLY VA 20151				CODE S2404A SCD: C		8. DELIVERY FOB <input checked="" type="checkbox"/> DESTINATION <input type="checkbox"/> OTHER (See Schedule if other)	
9. CONTRACTOR TMGE LLC GOVERNMENT REPRESENTATIVE NAME AND ADDRESS ELKWOOD VA 22718-1760				CODE 5A5V9		FACILITY		10. DELIVER TO FOB POINT BY (Date) (YYYYMMDD) SEE SCHEDULE			11. MARK IF BUSINESS IS <input checked="" type="checkbox"/> SMALL <input checked="" type="checkbox"/> SMALL DISADVANTAGED <input type="checkbox"/> WOMEN-OWNED		
12. DISCOUNT TERMS Net 30 Days								13. MAIL INVOICES TO THE ADDRESS IN BLOCK WAWF					
14. SHIP TO NIWC ATLANTIC SEE SCHEDULE SEE SCHEDULE C HANAHAN SC 29410				CODE N65236		15. PAYMENT WILL BE MADE BY DFAS COLUMBUS CENTER DFAS-CO/SOUTH ENTITLEMENT OPS P.O. BOX 182264 COLUMBUS OH 43218-2264				CODE HQ0338		MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.	
16. TYPE OF ORDER		DELIVERY/ CALL		<input checked="" type="checkbox"/>		This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.							
		PURCHASE				Reference your quote dated Furnish the following on terms specified herein. REF:							
ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.													
NAME OF CONTRACTOR				SIGNATURE				TYPED NAME AND TITLE				DATE SIGNED (YYYYMMDD)	
<input type="checkbox"/> If this box is marked, supplier must sign Acceptance and return the following number of copies:													
17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE													
See Schedule													
18. ITEM NO.		19. SCHEDULE OF SUPPLIES/ SERVICES				20. QUANTITY ORDERED/ ACCEPTED*		21. UNIT		22. UNIT PRICE		23. AMOUNT	
		SEE SCHEDULE											
* If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.						24. UNITED STATES OF AMERICA TEL: 843-218-2379 EMAIL: sean.aldo@navy.mil BY: Sean Aldo				25. TOTAL \$1,738,377.85		26. DIFFERENCES	
27a. QUANTITY IN COLUMN 20 HAS BEEN <input type="checkbox"/> INSPECTED <input type="checkbox"/> RECEIVED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED													
b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE								c. DATE (YYYYMMDD)		d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE			
e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE								28. SHIP NO.		29. DO VOUCHER NO.		30. INITIALS	
f. TELEPHONE NUMBER				g. E-MAIL ADDRESS				<input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		32. PAID BY		33. AMOUNT VERIFIED CORRECT FOR	
36. I certify this account is correct and proper for payment.													
a. DATE (YYYYMMDD)		b. SIGNATURE AND TITLE OF CERTIFYING OFFICER						31. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		34. CHECK NUMBER		35. BILL OF LADING NO.	
37. RECEIVED AT		38. RECEIVED BY		39. DATE RECEIVED (YYYYMMDD)		40. TOTAL CONTAINERS		41. S/R ACCOUNT NO.		42. S/R VOUCHER NO.			

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002	Audio and Visual Communication SystemsFFP Ashore multi-media, telephony, information, and C5ISR network infrastructure systems support in accordance with the Contract PWS. Total Fixed Price includes travel and material. Profit (b)(4)The profit for task orders shall not exceed this percentage.FOB: Destination PURCHASE REQUEST NUMBER: 1300708990-0001 PSC CD: D316	1	Lot	\$1,738,377.85	\$1,738,377.85

NET AMT	\$1,738,377.85
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ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000201	FOR FUNDING PURPOSES ONLYFFP .PURCHASE REQUEST NUMBER: 1300708990-0001				\$0.00

NET AMT	\$0.00
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ACRN AA CIN: 130070899000003	\$1,738,377.85
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ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0006		1	Lot	\$1,772,748.09	\$1,772,748.09
OPTION	Audio and Visual Communication SystemsFFP CLIN 0006 is in accordance with CLIN 0002 -- Ashore multi-media, telephony, information, and C5ISR network infrastructure systems support in accordance with the Contract PWS. Total Fixed Price includes travel and material. Profit (b)(4)The profit for task orders shall not exceed this percentage.FOB: Destination PSC CD: D316				

NET AMT

\$1,772,748.09

Section C - Descriptions and Specifications

PWS**SECTION C – DESCRIPTION/SPECS/WORK STATEMENT****SPECIFICATIONS/STATEMENT OF WORK/PERFORMANCE WORK STATEMENT**

Work under this performance-based task order will be performed in accordance with the following description/ specifications/ statement of work (SOW) which herein will be referred to as Performance Work Statement (PWS):

SHORT TITLE: Naval Video Services (NVS) Support

1.0 PURPOSE**1.1 SCOPE**

Naval Information Warfare Center Atlantic (NIWC Atlantic) NVS provides Video Teleconferencing (VTC) bridging support commercial Integrated Services Digital Network (ISDN) and Defense Switched Network (DSN) connections to support NIWC Atlantic and Department of Defense (DoD) entities with life cycle management of all NIWC Atlantic multimedia systems.

1.2 BACKGROUND

These tasks are a continuation of services supporting unclassified and classified audio and video teleconferencing as well as operational enterprise products. Functional and technical knowledge of supported systems is required to maintain consistent operations. Supported systems include: CISCO Audio and Video Technologies (TANDBERG, ACANO, Call Managers and ISDN switches), Compression/Decompression digital video technologies, CISCO networking (routing and switching), Voice over Internet Protocol (VoIP) and Voice over Secure Internet Protocol (VoSIP) technologies, and Physical & Virtual Server Platforms. The contractor must be knowledgeable in Audio and Video distribution, proficiency in scheduling operations, and software such as Commercial Off the Shelf (COTS) CISCO TelePresence Management Suite (TMS) for Mobility Services Engine (MSE), ACES (Advanced Collaboration Enterprise Services), Forum, RealPresence Collaboration Server (RMX), Microsoft Outlook along with proficiency in operation and maintenance of cryptographic devices and Simple Key Loaders.

2.0 PLACE(S) OF PERFORMANCE

The contractor shall provide support at the following location:

- a. NIWC Atlantic Charleston, SC
- b. NIWC Atlantic Norfolk, VA
- c. NIWC Atlantic New Orleans, LA

2.1 GOVERNMENT FACILITIES

Government facilities (i.e., office space or lab space) are provided to those labor categories that would otherwise adversely affect the work performance if they were not available on Government site. Contractor personnel with supplied Government facilities shall be located at NIWC Atlantic in Charleston, SC, Hampton Roads, VA, and New Orleans, LA.

2.2 CONTRACTOR FACILITIES

The contractor can have its facility location anywhere as long as the location does not present a hardship to complete work required on task. The contractor shall have real-time communication between the contractor personnel supporting the efforts and government personnel available at time of award.

3.0 PERFORMANCE REQUIREMENTS**3.1 NAVAL VIDEO SUPPORT SERVICES****3.1.1 Life Cycle Management Services**

3.1.1.1 The contractor shall perform life cycle management on all systems related to the Naval Video Services identified below listed by name and quantity of systems:

- a. Charleston, SC
 - 1. Tandberg: 120
 - 2. AMX: 40
 - 3. Call Managers: 3
 - 4. ISDN Switches: 7
 - 5. Multi point control unit (MCU): 1
 - 6. RMX MCU bridges: 2
 - 7. TMS: 3

- 8. ACES: 2
- 9. MSE: 2
- 10. Displays: 250
- 11. Servers: 10
- 12. Workstations: 10
- 13. Gatekeepers: 5
- 14. Gateways: 8
- 15. ISDN switches: 8
- 16. Media converters: 4
- b. New Orleans, LA
 - 1. Tandberg: 10
 - 2. AMX: 10
 - 3. MCU: 1
 - 4. Displays: 20
- c. St Julien's Creek, VA
 - 1. Tandberg: 15
 - 2. AMX: 15
 - 3. Displays: 50
- d. Other Sites (Tampa, FL; Fayetteville, NC; Patuxent River, MD; National Capital Region (DC))
 - 1. Tandberg: 45
 - 2. AMX: 35
 - 3. Displays: 50

3.1.1.2 The contractor shall provide daily system administration support on unclassified and classified VTC servers, workstations and equipment associated with audio and video operations. Contractor shall ensure that the systems are compliant and secure in accordance with DoD cyber security implementations and Defense Information Security Agency (DISA) Security Technical Implementation Guide (STIG) as indicated above.

3.1.1.3 The contractor shall provide functional training for new system users on VTC systems in the NVS Area of Responsibility.

3.1.1.4 The contractor shall make technical and procedural recommendations as it pertains to audio, video and unclassified/classified Internet Protocol (IP) voice operations daily.

3.1.1.5 The contractor shall apply engineering analytical disciplines to identify, document, and verify that functional, performance, and physical characteristics of systems, to control changes and non-conformance, and to track actual configurations of systems and platforms outlined in MIL-HDBK-61A daily (CDRL A003).

3.1.2 Unified Conferencing (UC) System Analysis

3.1.2.1 The contractor shall maintain daily detailed logs of all actions taken and any issues encountered before, during, and after all conferences. These logs shall detail number of participants, Conference ID, host point of contact, the scheduling activity, success of the conference, length of the conference, Flag level participants, and any issues that may have been encountered both visible and transparent to the end users. These logs shall also detail certain technical details about the conference including, but not limited to, the bandwidth utilized and the connection path for each user (CDRL A003).

3.1.2.2 The contractor shall draft Planning Estimate Letters (PEL) daily (CDRL A003) and upon Government's review of the draft PEL(s), the contractor shall distribute the approved and finalized PEL for all outside customers and internal customers that are project funded and assign the appropriate Network Activity Number (NWA).

3.1.2.3 The contractor shall maintain a log of all customers with associated PELs.

3.1.3 Cryptographic Equipment and Key Management

3.1.3.1 The contractor shall maintain Cryptographic Electronic Key Management System at the Secret level on a daily basis in accordance with (IAW) Navy instructions.

3.1.3.2 The contractor shall maintain all cryptographic key material regulations on a daily basis IAW Navy instructions.

3.1.3.3 The contractor shall perform monthly cryptographic key change on all cryptographic devices related to the NVS.

3.1.3.4 The contractor shall maintain accountability of all cryptographic keys for the NVS lab (NIWC Atlantic Charleston; (b)(7)e) and perform Communications Security (COMSEC) pick up, load and

maintenance of the cryptographic keys needed for secure VTCs on a monthly basis. Coordinate pickup with Electronic Key Management Systems (EKMS) office.

3.1.3.5 The contractor shall load applicable cryptographic keys onto Simple Key Loader (SKL) on a monthly basis.

3.1.3.6 The contractor shall load cryptographic keys on all applicable KIV7-M HSB to maintain our secure ISDN dial in numbers monthly:

a. NIWC Atlantic Charleston: Quantity: (37) KIV 7M & (2) KIV 7 HSB only location;

b. NIWC Atlantic Charleston: Crypto Ignition Key (CIK) Quantity (37) KIV 7 M & (2) KIV 7 HSB;

c. Load secure keys for our phones for Secure Voice calls. Quantity: 2 VISIP 1000 Viper;

d. Maintain accountability and access of secure NVS Lab ((b)(7)e) and safe.

3.1.4 VTC Pre-Installation Site Surveys

The contractor shall perform VTC Pre-Installation site surveys at designated NIWC Atlantic facilities.

3.1.4.1 The contractor shall gather all pertinent environmental, engineering, configuration and design information relevant to site conditions, and provide technical reports (CDRL A003) for sites assessed.

3.1.4.2 For NIWC Atlantic locations that are not manned, the contractor shall be prepared to travel for site survey assistance within 3 days of notification that a pre-installation site survey is required at an unmanned site.

3.1.4.3 The contractor shall provide a trip report (CDRL A003) that includes pertinent environmental, engineering, configuration and design information relevant to site conditions.

3.1.5 Maintenance

The contractor shall perform maintenance, overhaul, troubleshooting, and repair of UC equipment on a daily basis.

3.1.6 Customer Support

3.1.6.1 The contractor shall ensure stable VTC operations that provide initial connection and monitoring of the video conference and immediate implementation of troubleshooting techniques for loss of connection, degraded connection, or UC anomalies during conferences as the Tier 1 support in charge of responding to customer complaints and issues. The contractor shall provide UC checks and dial-in connection settings checks for unclassified/secure conferences. The contractor shall forward unresolved issues to Tier II on a daily basis.

3.1.6.2 The contractor shall ensure stable VTC operations that provide initial connection and monitoring of the video conference and immediate implementation of troubleshooting techniques for loss of connection, degraded connection, or UC anomalies during conferences as the Tier II and III helpdesk support in charge of responding to customer complaints and issues. The contractor shall maintain, troubleshoot and upgrade audio bridges and VTC MCU's. The contractor shall maintain, troubleshoot and upgrade all other associated equipment such as servers, workstations, gatekeepers, gateways, ISDN switches and media converters on a daily basis.

3.1.6.3 The contractor shall provide Tier II level of Technical Assistance Center (TAC) support. Intermediate UC checks shall be performed by auditing and evaluating conference calls, utilizing specialized bridge activity reporting software, assist participants with advanced configuration setting changes to improve UC, or quickly remove/re-add participants experiencing failed dial-in connections beyond advanced configuration setting changes on a daily basis.

3.1.6.4 The contractor shall provide Tier III level of TAC support by conducting advanced in-depth testing of recommended UC component/cabling configuration changes as well as bridge maintenance or restart, if required. Extensive component-by-component, ISDN and IP VTC configuration analysis, testing and troubleshooting experience assisting customers world-wide for connections to scheduled conferences. The contractor shall forward unresolved complex issues to the manufacturer TAC support on a daily basis.

3.1.6.5 The contractor shall be able to processes, monitor, generate and respond to trouble remedy tickets IAW NIWC Atlantic Instructions on a daily basis.

3.1.6.6 The contractor shall coordinate daily with customers through e-mail, website submissions, fax, and telephone calls to schedule audio bridges and VTCs through the MCU scheduling software. The contractor shall coordinate with schedulers and VTC team members through email, meetings, website submissions, fax and telephone calls to identify Flag level audio bridges and VTCs scheduled for internal and/or external customers.

3.1.7 On-Site Technical Assistance

Contractor personnel shall be technically knowledgeable and capable of analyzing UC system problems and implementing corrective actions without direct assistance or support from NIWC Atlantic personnel if and when required. Technical assistance may also involve collecting additional information for NIWC Atlantic, such as design, operation and equipment conditions, training and skill levels of site operators, engineering change status, initial calibration, recalibration, and maintenance problems.

3.1.7.1 The contractor shall provide daily technical assistance for issue resolution, fault analysis, testing, and/or repair of NIWC Atlantic installed UC systems to restore the units to operational status.

3.1.7.2 For NIWC Atlantic locations that are not manned, the contractor shall be prepared to travel for onsite assistance within 3 days of notification that a technical problem exists at an unmanned site. The contractor shall provide a trip report (CDRL A003) that includes findings, analysis results and corrective action(s) taken associated with the technical assistance provided, using the Government provided database/format/workspace.

3.1.8 Equipment/System Disposal

The contractor shall provide monthly assistance in the disposal of UC systems that are defective and not repairable, or UC systems that have reached end of life. This shall be accomplished via the use of the Government Material Disposal - Turn-In - Disposition – Disposal process.

3.2 Cyber Risk Management

3.2.1 DoD Information Assurance Certification and Accreditation Process (DIACAP) to Risk Management Framework (RMF) Transition

The contractor shall provide daily maintenance and support of the DIACAP transition towards RMF to include all steps in the RMF process of Assessment and Authorization (A&A) as defined in National Institute of Standards and Technology (NIST) SP 800-37, Revision 1. The contractor shall generate the documentation required to meet DIACAP and RMF requirements; submit the documentation to the relevant Authorizing Official (AO); and gain Authorization to Operate (ATO) for NVS.

3.2.2 Information Assurance Vulnerability Management

The contractor shall update all Information Assurance Vulnerability Alerts (IAVA) and Information Assurance Vulnerability Bulletins (IAVB) for all VTC systems, bridges, gatekeepers, gateways, servers and workstations as needed, to include Plan of Action and Milestones (POA&Ms) in Vulnerability Remediation Asset Manager (VRAM) and Enterprise Mission Assurance Support Services (eMASS) for applicable open vulnerabilities.

3.2.3 Maintain Authorization

The contractor shall maintain a type accreditation for VTC endpoints and infrastructure equipment by ensuring authorized locations systems provide documentation verifying compliance with the architecture and configuration as identified in the Security Plan (SP). This shall be provided as a topographical diagram for large deployments and/or block diagram for each endpoint. Memorandum of Agreement (MOA) applies to the A&A acceptance of VTC suites as part of the NIWC Atlantic NVS DIACAP and RMF as defined in National Institute of Standards and Technology (NIST) SP 800-37, Revision 1. The contractor shall evaluate security posture changes based on any functional changes/upgrades made throughout the lifecycle of the UC system(s), accomplished per delivery schedule and for documenting any system changes in eMASS.

3.2.4 Security Plan (SP) and Supporting Documentation

The contractor shall develop documents for the DIACAP/RMF packages that meet all DoD / DISA / Department of the Navy (DoN) / Committee on National Security Systems (CNSS) requirements tailored to NVS. This includes supporting documentation to include but not limited to contingency plans, incident response plans, Information Assurance Vulnerability Management (IAVM) plans, Delay to Disconnect letters, and Public Key Infrastructure (PKI) waivers.

3.2.5 MOA

The contractor shall annually collect and review MOA between NIWC Atlantic NVS and external sites to ensure the site(s) meets required IAVM with the UC systems identified.

3.2.6 Network and Vulnerability Scans

The contractor shall complete monthly closed VTC network scans in accordance with DoD information assurance guidelines and upload the results into the Information Assurance Compliance System (IACS) system. The contractor shall ensure that monthly vulnerability scans are being performed and uploaded to VRAM.

3.2.7 Risk Assessments

During certification evaluations, the contractor shall develop risk assessments for specific Security Authorization packages. Risk assessments may also be required to determine the overall security posture of deployed, prototype, and “proof of concept” systems.

3.2.8 eMASS Population

The contractor shall provide daily A&A support services to NVS by utilizing eMASS Non-classified Internet Protocol (IP) Router Network (NIPRNet) or the Secret Internet Protocol Router Network (SIPRNet) to process

Analyst and Fully Qualified Navy Validator (FQNV) input to the NVS A&A Collaboration process. The contractor shall document all compliance/non-compliance within the eMASS application. The contractor shall ensure any artifacts that have been submitted are included within the applicable eMASS entry. The contractor shall import all possible automated scans into eMASS, where import formats are not accepted the scan data will be added as an artifact. All scans will be submitted based on the latest Navy Security Control Assessor requirements and guidance; <https://usff.navy.deps.mil/sites/fcc-c10f/odaa/default.aspx>.

3.2.9 AD Hoc Reporting

The contractor shall respond monthly to data calls associated with Federal Information Security Management Act of 2002 (FISMA) and A&A. The contractor shall maintain a repository of the A&A status of NVS, detailing the work completed on the Security Authorization package, steps in the authorization process, and status of required waivers.

4.0 INFORMATION TECHNOLOGY (IT) SERVICES REQUIREMENTS

The contractor shall provide Information Technology support in accordance with the basic contract requirements.

4.1 CYBERSECURITY SUPPORT

Cybersecurity Workforce (CSWF) contractor personnel shall perform cybersecurity functions. In accordance with DoD 8570.01-M Information Assurance Workforce Improvement Program Manual, the CSWF is comprised of the following categories: IA Technical (IAT) and IA Management (IAM)); and specialties: Computer Network Defense Service Providers (CND-SPs) and IA System Architects and Engineers (IASAEs). Based on the IA function provided by the individual, an IA designator is assigned that references an IA category or specialty. The following Labor Categories shall meet the IA Designator, IA Level/Position, and have the estimated

Primary/Additional/Embedded hours performing IA duties:

4.1.1 CSWF Designation

CSWF contractor personnel shall perform cybersecurity functions. In accordance with DoD 8570.01-M Information Assurance Workforce Improvement Program Manual, the CSWF is comprised of the following categories: IA Technical (IAT) and IA Management (IAM)); and specialties: Computer Network Defense Service Providers (CND-SPs) and IA System Architects and Engineers (IASAEs). Based on the IA function provided by the individual, an IA designator is assigned that references an IA category or specialty. The following Labor Categories shall meet the IA Designator, IA Level/Position, and have the estimated Primary/Additional/Embedded hours performing IA duties:

Labor Category	Quantity Personnel	IA Designator (Note1)	IA Level/Position (Note2)	IA Duty Hours		
				Primary (≥25 hrs)	Additional (15-24 hrs)	Embedded (1-14 hrs)
SME I	All	IAT	Level 2	X		
Electronic Tech III	All	IAT	Level 2	X		
Engineer Tech IV	All	IAT	Level 2	X		

5.0 TASK ORDER ADMINISTRATION

Administration of the work being performed is required; it provides the Government a means for task order management and monitoring. Regardless of the level of support, the ultimate objective of the contractor is ensuring the Government's requirements are met, delivered on schedule, and performed within budget.

5.1 CONTRACTING OFFICER REPRESENTATIVE (COR) DESIGNATION

The COR for this task order is identified in task order clause 5252.201-9201.

5.2 BASIC CONTRACT REQUIREMENT

In accordance with the basic contract PWS and the requirements of this task order PWS, the contractor shall develop and submit documentation (see CDRL under Para 6.1.1) for task order administration.

6.0 DOCUMENTATION AND DELIVERABLES

6.1 CONTRACT DATA REQUIREMENTS LIST (CDRL)

The following listing identifies the data item deliverables required under this task order and the applicable section of the PWS for which they are required. Section J includes the DD Form 1423s that itemize each Contract Data Requirements List (CDRL) required under the basic contract. The contractor shall establish a practical and cost-effective system for developing and tracking the required CDRLs generated under each task. The contractor shall not develop any CDRL classified TOP SECRET with SCI.

6.1.1 Administrative CDRL

The following table lists all required administrative data deliverables, CDRLs, applicable to this task:

CDRL #	Deliverable Title	PWS Reference Para	Frequency	Date Due	Security Classification (up to S/TS or unclassified)
A002	Task Order Status Report (TOSR)	5.2, 8.1.2, 8.3	MTHLY	30 DATO and monthly on the 10th	unclassified
A003	Technical/Analysis Report, General	5.2, 3.1.1.5, 3.1.2.1, 3.1.2.2, 3.1.4.1, 3.1.4.3, 3.1.7.2	ASREQ	Within 10 Days of request	unclassified
A013	Task Order Closeout Report	5.2,	1TIME	NLT 15 days before completion date	unclassified
A014	Cybersecurity Workforce (CSWF) Report	5.2, 8.1.2, 8.3	MTHLY	30 Days after task order award (DATO) and monthly on the 10th	unclassified
A016	Invoice Support Documentation	5.2	ASREQ	Within 24 hrs from request	unclassified
A018	Limitation of Subcontracting Report (LSR)	5.2	TRI-MTHLY	NLT 100 DATO and every third month on the 10th	unclassified
A023	Cost and Schedule Milestone Plan	5.2	1TIME	10 DATO	unclassified
A024	Contractor CPARS Draft Approval Document (CDAD) Report	5.2	MTHLY	30 DATO and monthly on the 10 th	unclassified

7.0 **QUALITY**

The contractor shall provide quality support in accordance with the basic contract requirements.

8.0 **SECURITY**

8.1 **ORGANIZATION**

8.1.1 Security Classification

As specified in the DoD Contract Security Classification Specification, DD Form 254, the contractor shall perform classified work under this task order. At time of task order award the contractor shall have a SECRET facility clearance (FCL).

8.1.1.1 U.S. Government security clearance eligibility is required to access and handle classified and certain controlled unclassified information (CUI), attend program meetings, and work within restricted areas unescorted. Access to SCI is limited to U.S. Government Facilities or other U.S. Government sponsored SCI Facilities (SCIFs) authorized on the DD254. The contractor shall not generate any SCI deliverables.

8.1.1.2 This task order allows for various levels of security to support specific PWS tasks. The following table outlines the minimum required security clearance per task. The contractor shall provide personnel meeting the specific minimum personnel clearance (PCL) to support the PWS tasks listed below

Required Security Clearance	PWS Task Paragraph
Secret	3.1, 3.2

8.1.2 Security Officer

The contractor shall appoint a Facility Security Officer (FSO) to support those contractor personnel requiring clearance and/or access to Government facility/installation and/or access to information technology systems under this task order. The FSO is typically key management personnel who is the contractor's main POC for security issues. The FSO shall have a U.S. Government security clearance equal to or higher than the FCL required on this/task order. The FSO shall be responsible for tracking the security requirements for all personnel (subcontractors included) utilized on task order. Responsibilities include tracking all personnel assigned Government badges and entering/maintaining personnel security mandatory training information within the Staffing Plan document, which is an attachment to the task order status report (TOSR) (CDRL A002), and if applicable, updating and tracking data in the CSWF Report (CDRL A014).

8.2 PERSONNEL

Prior to any labor hours being charged on task order, the contractor shall ensure their personnel (including administrative and subcontractor personnel) have obtained and can maintain favorable background investigations at the appropriate level(s) for access level required by this task order, and if applicable, are certified/credentialed for the CSWF. Investigations are not necessarily required for personnel performing unclassified work who do not require access to Government installations/facilities and/or Government IT systems/IT resources. Prior to task order support, all personnel shall possess a SECRET personnel clearance (PCL).

8.3 MANDATORY TRAINING

Specific contractor personnel (including subcontractors) shall complete mandatory training based on the access required and work site location. The contractor shall report individual personnel training status in the monthly task order status report (TOSR) Staffing Plan, Training tab (CDRL A002 Attachment 1 of Exhibit A), and for CSWF contractor personnel, the contractor shall identify all mandatory cybersecurity training and certifications in the CSWF Report (CDRL A014).

9.0 GOVERNMENT FURNISHED INFORMATION (GFI)

Government Furnished Information (GFI) is Government owned intellectual property provided to contractors for performance on a task order. For the purposes of this task order, GFI includes manuals, technical specifications, maps, building designs, schedules, drawings, test data, etc. Depending on information contained in a document, the contractor shall comply with additional controls (e.g., completion of a Non-Disclosure Agreements, etc.) for access and distribution.

GFI is not anticipated on this task order.

10.0 GOVERNMENT PROPERTY

As defined in FAR Part 45, Government property is property owned or leased by the Government which includes Government-furnished property (GFP) and Contractor-acquired property (CAP). Government property is material, equipment, special tooling, special test equipment, and real property.

GFP will not be provided and CAP is not anticipated on this task order.

11.0 TRAVEL

11.1 LOCATIONS

The contractor shall be prepared to travel to the following locations. Prior to any travel taken in support of this task order, the contractor shall obtain COR concurrence.

Base Year

# Trips	# People	# Days/Nights	From (Location)	To (Location)
3	2	4/3	Charleston, SC	Norfolk, VA
2	2	4/3	Charleston, SC	New Orleans, LA
1	1	1/2	Charleston, SC	Washington DC
1	1	1/2	Charleston, SC	Fayetteville, NC
1	1	1/2	Charleston, SC	Tampa, FL
1	1	1/2	Charleston, SC	California, MD

Option Year 1

# Trips	# People	# Days/Nights	From (Location)	To (Location)
3	2	4/3	Charleston, SC	Norfolk, VA

2	2	4/3	Charleston, SC	New Orleans, LA
1	1	2/1	Charleston, SC	Washington DC
1	1	2/1	Charleston, SC	Fayetteville, NC
1	1	2/1	Charleston, SC	Tampa, FL
1	1	2/1	Charleston, SC	California, MD

12.0 SAFETY ISSUES

Safety requirements are in accordance with the basic contract PWS.

13.0 SUBCONTRACTING REQUIREMENTS

13.1 APPROVED SUBCONTRACTORS

Subcontracting requirements are in accordance with the basic contract. If the prime contractor is planning to utilize subcontractor(s) on this task order, the applicable subcontractors shall be specified at task order award. Per FAR clause 52.244-2, if a subcontractor (includes tier 1, tier 2, tier 3, etc.) is proposed by a prime and is not approved on the basic contract, formal justification is required and subject to Government approval.

14.0 ACCEPTANCE PLAN

Inspection and acceptance is performed by the COR on all services, data, and non-data deliverables in accordance with the QASP.

15.0 OTHER CONDITIONS/REQUIREMENTS

No other conditions or requirements are applicable.

16.0 APPLICABLE DOCUMENTS (AND DEFINITIONS)

The contractor shall ensure all work accomplished utilizes the latest, relevant industry practices and standards when applicable unless otherwise indicated by text. In accordance with Defense Acquisition Policy, maximum utilization of non-Government standards will be made wherever practical.

16.1 REQUIRED DOCUMENTS

The contractor shall utilize all required documents listed within the basic contract as applicable to this task order.

16.2 GUIDANCE DOCUMENTS

The contractor shall utilize all guidance documents listed within the basic contract as applicable to this task order.

16.3 SOURCE OF DOCUMENTS

The contractor shall obtain all applicable documents necessary for performance on this task order. Many documents are available from online sources. Specifications and commercial/industrial documents may be obtained from the following sources:

Copies of Federal Specifications may be obtained from General Services Administration Offices in Washington, DC, Seattle, San Francisco, Denver, Kansas City, MO., Chicago, Atlanta, New York, Boston, Dallas and Los Angeles

Copies of military specifications may be obtained from the Commanding Officer, Naval Supply Depot, 3801 Tabor Avenue, Philadelphia, PA 19120-5099. Application for copies of other Military Documents should be addressed to Commanding Officer, Naval Publications and Forms Center, 5801 Tabor Ave., Philadelphia, PA 19120-5099.

All other commercial and industrial documents can be obtained through the respective organization's website.

16.4 DEFINITIONS

KIV-7 - A National Security Agency Type-1, single-channel encryptor.

KIV-7HSB - A compact COMSEC device that protects classified and sensitive digital data transmissions at data rates up to 2.048 Mbps.

Tier – I Support - This is the basic level of customer support. The customer representative is a generalist with a broad understanding of the product and may not understand the inner workings. In this case, they would identify a customer's needs and provide tips on how to manage a problem.

Tier – II Support – This level support involves technical knowledge and is staffed by technicians who have troubleshooting capabilities beyond the tier-1 employees. The tier-II help desk employees are staffed by either the company involved or outsourced to a 3rd party. The technicians tend to have a specialization and will determine which specialization best matches the customer's needs before helping him. If their technical specialization is one that can help the customer, the tech then determines whether this problem is a new issue or an existing one.

Advanced diagnostic tools and data analysis may be done at this point.

Tier – III Support – This level support requires a person who has specialized skills over and above the work the techs do in tier II. This support is usually provided by the specialists involved in product development. They deal with complex issues. To solve the problem, they will collect as much data as possible from the employees at tiers 1 and 2.

Section E - Inspection and Acceptance

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
0002	Destination	Government	Destination	Government
000201	N/A	N/A	N/A	N/A
0006	Destination	Government	Destination	Government

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	DODAAC / CAGE
0002	POP 29-MAR-2019 TO 28-MAR-2020	N/A	NIWC ATLANTIC SEE SCHEDULE SEE SCHEDULE C HANAHAH SC 29410 FOB: Destination	N65236
000201	N/A	N/A	N/A	N/A
0006	POP 29-MAR-2020 TO 28-MAR-2021	N/A	NIWC ATLANTIC SEE SCHEDULE SEE SCHEDULE C HANAHAH SC 29410 FOB: Destination	N65236

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH3S 257 77777 0 050120 2F 000000
COST CODE: A00004992873
AMOUNT: \$1,738,377.85

ACRN	CLIN/SLIN	CIN	AMOUNT
AA	000201	130070899000003	\$1,738,377.85

CLAUSES INCORPORATED BY FULL TEXT

252.232-7006 WIDE AREA WORKFLOW PAYMENT INSTRUCTIONS (DEC 2018)

(a) Definitions. As used in this clause—

“Department of Defense Activity Address Code (DoDAAC)” is a six position code that uniquely identifies a unit, activity, or organization.

“Document type” means the type of payment request or receiving report available for creation in Wide Area WorkFlow (WAWF).

“Local processing office (LPO)” is the office responsible for payment certification when payment certification is done external to the entitlement system.

“Payment request” and “receiving report” are defined in the clause at 252.232-7003, Electronic Submission of Payment Requests and Receiving Reports.

(b) Electronic invoicing. The WAWF system provides the method to electronically process vendor payment requests and receiving reports, as authorized by Defense Federal Acquisition Regulation Supplement (DFARS) 252.232-7003, Electronic Submission of Payment Requests and Receiving Reports.

(c) WAWF access. To access WAWF, the Contractor shall—

(1) Have a designated electronic business point of contact in the System for Award Management at <https://www.sam.gov>; and

(2) Be registered to use WAWF at <https://wawf.eb.mil/> following the step-by-step procedures for self-registration available at this web site.

(d) WAWF training. The Contractor should follow the training instructions of the WAWF Web-Based Training Course and use the Practice Training Site before submitting payment requests through WAWF. Both can be accessed by selecting the “Web Based Training” link on the WAWF home page at <https://wawf.eb.mil/>.

(e) WAWF methods of document submission. Document submissions may be via web entry, Electronic Data Interchange, or File Transfer Protocol.

(f) WAWF payment instructions. The Contractor shall use the following information when submitting payment requests and receiving reports in WAWF for this contract or task or delivery order:

(1) Document type. The Contractor shall submit payment requests using the following document type(s):

(i) For cost-type line items, including labor-hour or time-and-materials, submit a cost voucher.

(ii) For fixed price line items—

(A) That require shipment of a deliverable, submit the invoice and receiving report specified by the Contracting Officer.

____ N/A _____

(B) For services that do not require shipment of a deliverable, submit either the Invoice 2in1, which meets the requirements for the invoice and receiving report, or the applicable invoice and receiving report, as specified by the Contracting Officer.

____ 2-IN-1 _____

(iii) For customary progress payments based on costs incurred, submit a progress payment request.

(iv) For performance based payments, submit a performance based payment request.

(v) For commercial item financing, submit a commercial item financing request.

(2) Fast Pay requests are only permitted when Federal Acquisition Regulation (FAR) 52.213-1 is included in the contract.

[Note: The Contractor may use a WAWF “combo” document type to create some combinations of invoice and receiving report in one step.]

(3) Document routing. The Contractor shall use the information in the Routing Data Table below only to fill in applicable fields in WAWF when creating payment requests and receiving reports in the system.

Routing Data Table*

<i>Field Name in WAWF</i>	<i>Data to be entered in WAWF</i>
Pay Official DoDAAC	HQ0338
Issue By DoDAAC	N65236
Admin DoDAAC**	S2404A
Inspect By DoDAAC	N65236
Ship To Code	N65236
Ship From Code	N/A
Mark For Code	N/A
Service Approver (DoDAAC)	S65236
Service Acceptor (DoDAAC)	N65236
Accept at Other DoDAAC	N/A
LPO DoDAAC	N/A

DCAA Auditor DoDAAC	N/A
Other DoDAAC(s)	N/A

(4) Payment request. The Contractor shall ensure a payment request includes documentation appropriate to the type of payment request in accordance with the payment clause, contract financing clause, or Federal Acquisition Regulation 52.216-7, Allowable Cost and Payment, as applicable.

(5) Receiving report. The Contractor shall ensure a receiving report meets the requirements of DFARS Appendix F.

(g) WAWF point of contact.

(1) The Contractor may obtain clarification regarding invoicing in WAWF from the following contracting activity's WAWF point of contact.

(b)(6)

(2) Contact the WAWF helpdesk at 866-618-5988, if assistance is needed.

(End of clause)

PGI

G-TXT-07 PAYMENT INSTRUCTION (PGI 204.7108)

The payment office shall allocate and record the amounts paid to the accounting classification citations in the contract using the table below based on the type of payment request submitted (see DFARS 252.232-7006) and the type of effort:

Contract/Order Payment Clause	Type of Payment Request	Supply	Service	Construction	Payment Office Allocation Method	Applicable CLINs
52.212-4 (Alt I), Contract Terms and Conditions— Commercial Items 52.216-7, Allowable Cost and Payment 52.232-7, Payments under	Cost Voucher	X	X	N/A	Line item specific proration. If there is more than one ACRN within a deliverable line or deliverable subline item, the funds will be allocated in the same proportion as the amount of funding currently	

Time-and-Materials and Labor-Hour Contracts					unliquidated for each ACRN on the deliverable line or deliverable subline item for which payment is requested.	
52.232-1, Payments	Navy Shipbuilding Invoice (Fixed Price)	X	N/A	N/A	Line Item specific by fiscal year. If there is more than one ACRN within a deliverable line or deliverable subline item, the funds will be allocated using the oldest funds. In the event of a deliverable line or deliverable subline item with two ACRNs with the same fiscal year, those amounts will be prorated to the available unliquidated funds for that year.	
52.232-1, Payments; 52.232-2, Payments under Fixed-Price Research and Development Contracts; 52.232-3, Payments under Personal Services Contracts; 52.232-4, Payments under Transportation Contracts and Transportation-	Invoice	X	X	N/A	Line Item Specific proration. If there is more than one ACRN within a deliverable line or deliverable subline item, the funds will be allocated in the same proportion as the amount of funding currently unliquidated for each ACRN on the deliverable line or deliverable subline item for which payment is requested.	

Related Services Contracts; and 52.232-6, Payments under Communication Service Contracts with Common Carriers						
52.232-5, Payments Under Fixed-Price Construction Contracts	Construction Payment Invoice	N/A	N/A	X	Line Item specific by fiscal year. If there is more than one ACRN within a deliverable line or deliverable subline item, the funds will be allocated using the oldest funds. In the event of a deliverable line or deliverable subline item with two ACRNs with the same fiscal year, those amounts will be prorated to the available unliquidated funds for that year.	
52.232-16, Progress Payments	Progress Payment*	X	X	N/A	Contract-wide proration. Funds shall be allocated in the same proportion as the amount of funding currently unliquidated for each ACRN. Progress Payments are considered contract level financing, and the “contract price” shall reflect the fixed price portion of the contract per	

					FAR 32.501-3.	
52.232-29, Terms for Financing of Purchases of Commercial Items; 52.232-30, Installment Payments for Commercial Items	Commercial Item Financing*	X	X	N/A	Specified in approved payment. The contracting officer shall specify the amount to be paid and the account(s) to be charged for each payment approval in accordance with FAR 32.207(b)(2) and 32.1007(b)(2).	
52.232-32, Performance- Based Payments	Performance- Based Payments*	X	X	N/A	Specified in approved payment. The contracting officer shall specify the amount to be paid and the account(s) to be charged for each payment approval in accordance with FAR 32.207(b)(2) and 32.1007(b)(2).	
252.232-7002, Progress Payments for Foreign Military Sales Acquisitions	Progress Payment*	X	X	N/A	Allocate costs among line items and countries in a manner acceptable to the Administrative Contracting Officer.	

*Liquidation of Financing Payments. Liquidation will be applied by the payment office against those ACRNs which are identified by the payment instructions for the delivery payment and in keeping with the liquidation provision of the applicable contract financing clause (i.e., progress payment, performance-based payment, or commercial item financing).

(End of text)

Section H - Special Contract Requirements

5252.201-9201 COR DESIGNATION

5252.201-9201 DESIGNATION OF CONTRACTING OFFICER'S REPRESENTATIVE (MAR 2006)

(a) The Contracting Officer hereby appoints the following individual as Contracting Officer's Representative(s) (COR) for this contract/order:

CONTRACTING OFFICER REPRESENTATIVE

Name: (b)(6)

Code: 52140

Address: P.O. Box 190022 North Charleston, SC 29419-9022

Phone Number: 843-218-(b)(6)

Email address: (b)(6)

(b) It is emphasized that only the Contracting Officer has the authority to modify the terms of the contract, therefore, in no event will any understanding agreement, modification, change order, or other matter deviating from the terms of the basic contract between the Contractor and any other person be effective or binding on the Government. When/If, in the opinion of the Contractor, an effort outside the existing scope of the contract is requested, the Contractor shall promptly notify the PCO in writing. No action shall be taken by the Contractor unless the Procuring Contracting Officer (PCO) or the Administrative Contracting Officer (ACO) has issued a contractual change.

(End of clause)

Section I - Contract Clauses

CLAUSES INCORPORATED BY REFERENCE

52.204-23 Prohibition on Contracting for Hardware, Software, and JUL 2018
Services Developed or Provided by Kaspersky Lab and Other
Covered Entities.

CLAUSES INCORPORATED BY FULL TEXT

52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within 30 days ; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 24 months.

(End of clause)

DISTRIBUTION

CONTRACTOR: TMGE LLC PO Box 203 N. Franklin Street Suite C Remington, VA 22734-9685 770-841-7164 POC: Kay.miller@makuagroup.com Wayne.locke@tmge.com Karyn.eaton@makuagroup.com	DFAS (HQ0338) DFAS Columbus Center DFAS-CO/South Entitlement Operations PO Box 182264 Columbus, OH 43218-2264 DCMA (S2404A) DCMA Manassas 14501 George Carter Way Chantilly, VA 20151 ELECTRONICALLY DISTRIBUTED
SPAWAR POCs: CRM-18-01084 Contract Specialist: Shauna Lloyd Code 22140 843-218-5857 Shauna.lloyd@navy.mil	

FPR # 1300708990-0001	WAWF/COR POC: (b)(6) Code 52140 843-218-(b)(6) (b)(6)
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Section J - List of Documents, Exhibits and Other Attachments

Exhibit/Attachment Table of Contents

DOCUMENT TYPE	DESCRIPTION	PAGES	DATE
Exhibit A	CDRLS		
Attachment 1	QASP		